**Name of Test: Computer Applications**

**Directions:**

*Identify the choice that best completes the statement or answers the question.*

1. \_\_\_\_\_Which of the following best describes social responsibility.
   1. stakeholder
   2. code of ethics
   3. intellectual property
   4. social responsibility chapter 4
   5. all of the above
2. \_\_\_\_is a document that outlines the principles of conduct to be used in making decisions within the organization.
   1. social responsibilities
   2. code of conduct chapter 4
   3. ethics
   4. stakeholder
   5. None of the above
3. \_\_\_Which word best describes the employees, customers, suppliers, and the community who are affected by a company’s actions.
   1. golf player
   2. basketball player
   3. tennis player
   4. stakeholder chapter 4
   5. none of the above
4. \_\_\_\_\_A code of ethics adopted by a company will not likely include all of the following EXCEPT
   1. honesty
   2. destruction of the environments
   3. security
   4. adherence to the law Chapter 4
   5. all of the above
5. \_\_\_\_\_Ethical behavior can be best described as\_\_\_\_.
   1. employee theft.
   2. behaving honestly.
   3. falsifying records
   4. lying about hours of worked.
   5. none of the above
6. \_\_\_\_\_is the law that guards against false advertising.
   1. wheeler-Lea Act of 1938 Chapter 4
   2. clayton Act of 1914
   3. ederal Food, Drug, and Cosmetic Act of 1938
   4. sherman Act of 1890
   5. none of the above
7. \_\_\_\_is the law that can force a manufacturer to recall a product if found to be impure.
   1. Truth in Lending Act of 1968
   2. national Environmental Policy of 1969
   3. federal Food, Drug, and Cosmetic Act of 1938 Chapter 4
   4. wheeler-Lea Act of 1938
   5. none of the above
8. \_\_\_\_\_Social responsibility is best characterized by which of the following
   1. allowing consumers to freely try a product for 30 days before buying
   2. dciscouraging carpooling because it takes longer for employees to get to work
   3. creating entry level jobs for minorities an allowing men to move into upper management
   4. using packaging materials that are environmentally friendly and reduce pollution chp. 4
   5. all of the above
9. \_\_\_\_\_Which three laws enacted in the 1970’s have had a major impact on how businesses treat the environment?
   1. The clean Air Act of 1970
   2. The toxic Control Substances Act of 1976
   3. The clean Water Act of 1977
   4. all of the above chapter 4
   5. none of the above
10. \_\_\_\_\_Which word best describes production capacity?
    1. the maximum amount of a product that can be made without wasting resources Ford P
    2. an electronic tool for maintaining, organizing, and retrieving information.
    3. a document in a database with all of the data fields for one entry.
    4. a form with into which a student can enter data in order to make a record.
    5. all of the above

**Standards: 3.0 The student will research and apply knowledge of ethical and legal issues within**

**the industry. (1-10)**

1. \_\_\_\_Which word best describes the capturing and storing of data?
   1. data processing Chapter 21
   2. software
   3. hardware
   4. management information systems.
   5. all of the above
2. \_\_\_\_\_Which word best describes a computerized system that transforms data into information managers can use?
   1. hardware
   2. data processing
   3. software
   4. management information system Chapter 21
   5. None of the above
3. \_\_\_\_\_Which word best describes the name for the instructions that tell the computer what to do?
   1. decision-support system
   2. management information system
   3. software Chapter 21
   4. data processing
   5. none of the above
4. \_\_\_\_\_Which word best describes all equipment that makes up the computer?
   1. records
   2. hardware Chapter 21
   3. software
   4. keyboard
   5. none of the above
5. \_\_\_\_\_Harware, software, data, and people are components of\_\_\_.
   1. data mining.
   2. knowledge workers.
   3. MIS Chapter 21
   4. knowledge workers
   5. all of the above
6. \_\_\_\_\_The practice of gaining unauthorized access to a computer system or database is known as\_\_\_\_.
   1. response
   2. virus spreading
   3. copying
   4. hacking
   5. none of the above
7. \_\_\_\_\_Which word best describes a sample poll of each citizen of a country or area-in the United States. It is taken every 10 years to determine the number of people living in the country and to collect information about each of those people and their families?
   1. query
   2. response
   3. census FordPas activity 3 module 4
   4. record
   5. all of the above
8. \_\_\_\_\_Which word best describes an electronic tool for maintain, organizing. and retrieving information?
   1. data entry form
   2. record
   3. value
   4. data base FordPas activity 3 Module 4
   5. all of the above
9. \_\_\_\_\_Which word best describes a form with fields into which a user can enter data in order to make a record?
   1. data entry form FordPas activity 3 module 4
   2. Fields
   3. query
   4. values
   5. none of the above
10. \_\_\_\_\_Which word best describes a question asked of a database(or, the act of asking that question): a query retrieves specific information from a database?
    1. image
    2. values
    3. record
    4. query Fordpas activity 3 module 4
    5. all of the above
11. \_\_\_\_\_Which of the following can you add to a PowerPoint?
    1. clip Art
    2. pictures
    3. voice
    4. graphs
    5. all of the above FordPas Activity 3 module 4
12. \_\_\_and example of a company not replacing a worker would be an example of a\_\_\_\_.
    1. internal change self made chp. 18
    2. external change
    3. culture change
    4. global economy change
    5. all of the above
13. \_\_\_\_\_Which word best describes changes caused by forces outside the company?
    1. internal change
    2. global economy
    3. Entry socialization
    4. culture
    5. none of the above self made chap. 18
14. \_\_\_\_\_ Which word best describes a set of customs, traditions, and values that members of a

community share?

* 1. diversity Chapter 18
  2. culture
  3. internal change
  4. external change
  5. none of the above

1. \_\_\_\_\_A culture consists of a set of community-shared\_\_.
   1. customs Chapter 18
   2. traditions
   3. values
   4. the way you eat
   5. none of the above

Standards: 2.0 The student will apply skills appropriate to the resident operating system

4.0 The student will research and apply typography. layout , design and composition

concepts and guidelines for reparation of documents.

10.0 The student will examine network, hardware, software, and programming

application.

9.0 The student will examine new and emerging technology.

26-30 Reading Article

**Shopping the Net**

Mr. and Mrs. Mann are a retired copule on a fixed income. They have become very proficient with the computer and have discovered ways to access many types of information. Lately, the Manns have been ordering merchandise over the Internet, using their credit card to pay.

The manns are particulary fond of one site, Value Shop. Value Shop sells a variety of merchandise, including items from high-end stores such as Saks Fifth Avenue, Neiman Marcus,, and Nordstrom. The manns like this site because they can shp from their home by placing orders over the Internet instead of fighting traffic to get to the mall. The manns trust Value Shop and are pleased with the quality of the items they have brought.

1. What is a limited resource for the Manns? Why?
2. What has this a nearly unlimited resource for the Manns? What has this resource led them to do?
3. What are the advantages and disadvantages of using the computer to shop?
4. How might their approach to shopping keep the Manns from getting the best buys?

30-35 Essay

You are a River Falls resident who is concerned about the increase in traffic that the new Tough Ride Jeans plant will cause. The plant is located on the same road as the elementary school; many River Falls children must pass the plant as they walk or ride their bikes to school. After studying the number of people who will work at the plant, the projected population increase in River Falls, and the layout of housing in the town, the state department of transportation estimates that the traffic could increase by up to 300 percent during the morning commute. TRJ has offered to sponsor an additional school bus route, but you know that more than 100 children from several housing developments currently walk to school—a single bus can’t pick up all of those children. You are going to a city council meeting to present your concerns and to advocate for a solution that you believe will keep the children safe.

List four ways that the town and/or TRJ could address this safety problem.